

August 10, 2006

QD50 (06-020)

TO: Distribution

FROM: QD50/Edward H. Kiessling

SUBJECT: Minutes of the MSFC Safety, Health, and Environmental Committee Meeting –*July 20, 2006*

The Safety, Health, and Environmental (SHE) Committee met at 1:00 p.m. on July 20, 2006, in Building 4200, Conference Room P110. The attendance list is maintained on file in the Industrial Safety Department (4201/117). The agenda for the meeting is attached as Enclosure 1.

Open Meeting (Pete Allen/Chairperson)

Pete welcomed and thanked everyone who attended.

Safety Moment: “Project Lifesaver” (Shawn McClure/Madison County Sheriff’s Office)

Dennis introduced Shawn McClure, Project Lifesaver Coordinator Investigator, of the Madison County Sheriff’s Office - Region 6. Project Lifesaver is a program in which missing and wandering persons having Alzheimer’s, Down Syndrome, Autism and/or related disorders are rescued. This program was brought to Huntsville and Madison County and has been in the works since March of 2006 and internally since 1998. Mr. McClure informed the SHE Committee that this is a service program and not an enforcement program and there are no local funds available to fund this program. Project Lifesaver is a non-profit organization made up of Sheriffs, City Police, Search and Rescue Teams and other public safety organizations.

Those at risk, missing or wandering due to illness, wear a one-ounce ID wristband transmitter that emits a constant pulsating radio tracking signal 24 hours a day. Signals can be tracked on the ground (one mile) or in the air for several miles. When the caregiver discovers their loved one missing, they contact the Madison County Sheriff’s Department and trained Project Lifesaver personnel respond with a special tracking unit that can quickly locate the missing person. Average recovery time is less than 30 minutes. Mr. McClure informed the members that the tracking system is used internationally. The presentation charts are attached as Enclosure 2.

ACTION 06-SHEC-0080: Safety Awareness information is to be published on Inside Marshall concerning the Madison County Project Lifesaver.

Assignee: (Norma Horton/QD50); (ECD: 08/18/06)

Merging Hazardous Materials Management System (HMMS) and Geographic Information System GIS Feasibility Study (Ben Morrow/IS10)

Ben presented the investigation on the compatibility of the HMMS and GIS. HMMS is a chemical tracking software that utilizes bar-coding to maintain chemical inventory and tracks chemicals from purchase to disposal. It meets the annual chemical reporting requirements by the Environmental Protection Agency (EPA), and will produce a more accurate chemical inventory. This information is also being used by the Redstone Arsenal Fire Department to assist in emergency preparedness. The GIS computer system is designed to allow users to collect, manage, and analyze large volumes of referenced data. A type of system currently being used by MSFC is Computer-Aided Facility Management (CAFM). The Facility Center is the software being used to aid in storage of the master plans, floor plans, and space utilization of MSFC.

Ben observed that even though the linking of the two systems is feasible, there are pros and cons to merging the two systems. There would also be cost issues including at least one full time GIS support person. The chart presentation is attached as Enclosure 3.

Industrial Safety (IS) Report and SHE Metrics for Integrated Management Systems Board (IMSB) (Dennis Davis/QD50)

Dennis presented on the IS report, which for the fourth straight month showed green in all categories. Dennis also informed the members that the Performance Evaluation Profile (PEP) Survey for 2006 will be distributed on August 7, 2006, and that the MSFC SHE Refresher Training will be on next month's Supervisor Safety Web Page (SSWP) required training. Pete Allen added that the current metrics will be shown at the IMSB in two weeks. The chart presentation is attached as Enclosure 4.

IMSB Metric Awareness (Pete Allen/Chairperson)

Pete informed the members that they needed to be proactive in communicating the metrics to inform their Direct Reports of areas of concern so they are prepared to report at the IMSB. After a discussion, it was agreed to close the IMSB action to re-visit the metrics shown at the IMSB meeting. The discussion concluded that the metrics currently shown include all areas of emphasis and that further revision was not required.

Suspicious Mail Incident in Building 4200 (Pete Allen/Chairperson)

On July 18, 2006, Pete reported that the mailroom, located in the basement of Building 4200, had received a suspicious package. Security was called and they in turn called the Army bomb squad. The building's basement and the first floor were evacuated and the elevators were also shut down. After x-raying the package, wires, batteries, and a possible plunger could be identified. The package originated at KSC and was sent to California with a MSFC return sticker. The Army bomb-sniffing K-9 dog did not react to the package as if it were an explosive device. The package was then opened and found to be inconsequential.

ACTION 06-SHEC-0081: Investigate options for inspecting incoming mail prior to its arrival at the Building 4200 Post Office and report recommendations to the SHE Committee. Assignee: (Mike Wilson/AS50); (ECD: 08/18/06)

SHE Budget Expenditure Status Subcommittee Reports (Committee Representatives)

Pete reviewed the FY06 SHE Budget concerning the SHE Subcommittees. Pete informed the subcommittees that the monies issued needed to be committed. If the monies were spent by credit card the cutoff date was September 29th and if by contract, the cutoff date was August 15th. Monies currently not obligated from the FY06 SHE Budget would be given to the SHE Training Team if current obligations necessitate. If not needed by the Training Team, the monies would be given to the Chemical Operation Subcommittee. The chart presentation is attached as Enclosure 5.

Pete also stated that he wanted to have the planning committee continue work on the FY07 SHE Plan so that the presentation would be ready to present to the IMSB in October.

Open Actions (Dennis Davis/QD50)

SHECAITS Actions 05-SHEC-0013 and 06-SHEC-0061 were approved for closure. The chart presentation is attached as Enclosure 6.

New Business (Open Floor)

There was no new business

Proposed Marshall Team Meeting (MTM) Agenda Items (Pete Allen/Chairperson)
(Positive Reports Encouraged)

The following topics were discussed as possible topics for the MTM scheduled for August 7, 2006. These topics will be discussed along with the lessons learned: (1) 1980 Hydrogen Explosion at TS500, and (2) KSC Incident at TS39A.

Review New Actions (Lynn Holt/HEI)

Closure rationales and open actions were reviewed. Two new actions were assigned.

The next SHE Committee Meeting is scheduled for ***August 17, 2006***, at 1:00 p.m. in Building 4200, Room P110.

Original signed by
Dennis Davis for

Edward H. Kiessling
 Manager
 Industrial Safety Department

6 Enclosures

cc:
 SHE Committee Members
 SHE Web Page